



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: James Reardon, Commissioner of Finance & Management
From: Nathan Lavery, Fiscal Analyst
Date: March 30, 2010
Subject: JFO #2432, #2433

No Joint Fiscal Committee member has requested that the following items be held for review:

JFO #2432 — \$10,000 grant from the American Forest Foundation to the Vermont Department of Forests, Parks and Recreation. These funds will be used to enhance the Project Learning Tree (PLT) program by providing funds for training materials, lodging, meals and conference space for training participants. Funds from this grant will be used during fiscal years 2010 and 2011.
[JFO received 2/26/10]

JFO #2433 — \$3,999,923 grant from the U.S. Department of Labor to the Vermont Department of Labor. These funds will be used to study the demand for Green Jobs in Vermont and the northeast. Vermont will act as the lead administrative state for this collaboration with Massachusetts, Connecticut, Maine, New York, New Hampshire, and the District of Columbia. Vermont's share of this award is approximately \$530,000. **The establishment of two (2) limited service positions are associated with this request, as is the retention of two existing positions.**
[JFO received 3/4/10]

The Governor's approval may now be considered final. We ask that you inform the Secretary of Administration and your staff of this action.

cc: Jason Gibbs, Commissioner
Patricia Moulton Powden, Commissioner

Revised Budget Narrative
(02/08/10)

18 months

a. Personnel: \$ 205,614

Research Analyst @ 1.5 FTE	= \$80,058
Program Clerk @ .5 FTE	= \$24,618
Accountant @ 1.0 FTE	= \$56,379*
Grant Management @ .5 FTE	= \$35,442*
Administrative Secretary @ .2 FTE	= \$ 9,117*

b. Fringe Benefits: 102,807

@ 50%

Research Analyst	= \$40,029
Program Clerk	= \$12,309
Accountant	= \$28,190*
Grant Management	= \$17,721*
Administrative Secretary	= \$ 4,558*

c. Travel: * 10,000

9,900 miles (rounded) @ \$.505/mile = \$5,000
Airline tickets, rooms, meals = \$5,000

d. Equipment: 0

e. Supplies: * 77,000

General office = \$2,000
Analysis software = \$75,000

f. Contractual: 3,455,126

Strategic Partners:

Maine: staff time and travel = \$200,000
New Hampshire: staff time and travel = \$217,500
Massachusetts: staff time and travel = \$245,200
Connecticut: staff time and travel = \$245,200
Rhode Island: staff time and travel = \$113,871
New York: staff time and travel = \$245,200
New Jersey: staff time and travel = \$245,200
Conference Board: \$706,467

Conference Board is a strategic partner in the consortium and provides to the consortium access to a unique resource in the Help Wanted Online database and analytic tools. The budgeted amount is for an 18 month license for seven of the eight states that includes the analytics and a monthly feed of job announcements. New Jersey is not included in the license fee because they are contributing access to the EmployOn database covering their State and potentially two of the other consortium. See leveraged resources for more details.

Georgetown University Center for Education and the Workforce: \$443,488

Georgetown University Center for Education and the Workforce is a strategic partner in the consortium and will be providing project management for the entire effort as well as guiding one or more of the research tasks. The budget allocation is for staff and travel.

Direct Employers Association/NASWA/Job Central National Labor Exchange: \$673,000

The Direct Employers Association/National Association of State Workforce Agencies partnership that is running the National Labor Exchange (NLX) is a strategic partner in the consortium and will coordinate the technology aspects of the project. The funds in the budget include \$35,000 for equipment to host the analysis databases, process the job feeds through the parsing and coding engines, and to host the servers for the Green Jobs Portal and related APIs. There is also funding to cover the costs hosting the equipment and purchasing Internet bandwidth and for engaging programmers and others to development the Portal and other tools. The largest single cost (\$410,000) is for licensing the Burning Glass parsing and analysis engine for an 18-month period for the 8 States in the consortium. Burning Glass has offered to extend the license to other States at a similar discount and to allow States to extend the license to add the sophisticated job matching software for their job banks at a discount.

The involvement of the DEA/NASWA partnership in the consortium is significant because it represents an opportunity to facilitate the replication of the consortium's work. It also makes the platforms and research facilities we are proposing in the grant request potential and logical homes for coordinated national efforts. DEA/NASWA and the consortium welcome that potential.

Surveys (Consortium-Wide): \$120,000

g. Construction:	0
h. Other: *	<u>149,376</u>
Survey Costs (local) = \$35,000	
Publications and Communications = \$8,000	
Facilities and Overhead = \$106,376	
i. Total Direct Charges:	3,999,923
j. Indirect Charges:	<u>0</u>
k. Total Funds Requested:	\$ 3,999,923

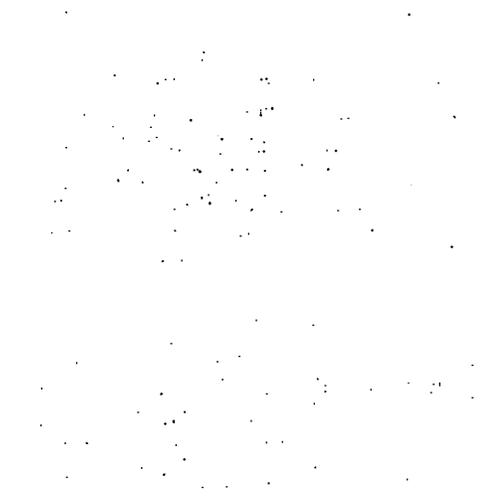
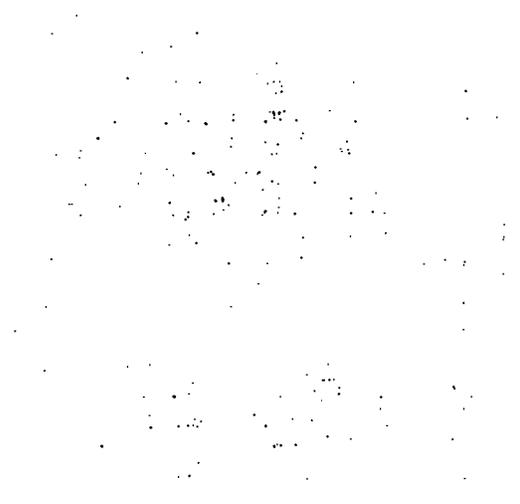
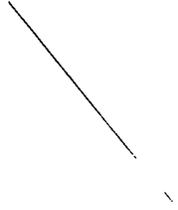
* Administrative costs include 100% of Accountant's, Grant Manager's and Administrative Secretary's wages and fringe, 50% of the travel, \$2,000 in general office supplies, \$3,000 of the publications and communications budgeted amount and \$53,010 of the facilities and overhead costs. Total is: \$214,417 (5.4%).

Leveraged Resources

The consortium's grant would leverage two resources. First, as noted in the budget discussion on the Conference Board, the State of New Jersey will be contributing to the consortium access to the EmployOn database of job openings for analysis. That contribution is worth \$175,000.

The involvement of DEA/NASWA leverages a couple of important resources. First, large green employers can have their jobs added to the overall NLX and to the Green JobCentral at no cost by simply requesting that JobCentral index the jobs directly from their corporate websites. Second, JobCentral is creating and hosting the Green Job Bank at no cost in exchange for the consortium's handling the "green" coding of its job flow.

The proposal as a whole seeks to leverage the "green" investments to add value for all workers whether they are working in the green economy or not. Most of our research efforts will yield value when applied to all occupations and not just "green" ones. For example, the real time demand analysis will be built first to apply to all occupations and then be applied to "green" ones once the definition of "green" is clear. The short term vacancy projections will work the same way covering all occupations and "green" occupations. The tools used to locate "green" skill and knowledge requirements within job announcements can be applied to any job and not just "green" ones providing value to the community colleges and others who need to be able to spot new training requirements quickly.



From: "Teske, Charles" <Charles.Teske@state.vt.us>
To: "Lavery, Nathan" <nlavery@leg.state.vt.us>
CC: Michael Obuchowski <OBIE@leg.state.vt.us>
Date: 3/15/2010 3:08 PM
Subject: RE: JFO 2433 questions
Attachments: Northeast Research Consortium Budget Narrative Revised 02 08 10.doc

Hi Nathan-

Item #1: Attached is a copy of the recently approved budget for the grant. The amounts being parceled out to the grant partners are listed under "Contractual;" all other items would be Vermont's share.

Item #2: As of right now, the Department has a grand total of 38 positions that are limited service-- 9 limited service positions in the Unemployment Division funded by ARRA monies, 20 for Workforce Development funded by ARRA monies, 6 positions in Workforce Development funded by the "Disabilities Navigator" Grant, and 3 misclassification investigator positions in Workers' Comp funded by general funds. Prior to this year, only the 6 Disability Navigator positions existed, and grant funding for those will expire on 6/30/2010.

If you have further questions, please don't hesitate to ask. Thanks for your help!

Regards,

Charlie Teske

VDOL Financial Director

From: Nathan Lavery [mailto:nlavery@leg.state.vt.us]
Sent: Monday, March 15, 2010 12:46 PM
To: Teske, Charles
Cc: Michael Obuchowski
Subject: JFO 2433 questions

Hello Mr. Teske,

Below are a few questions related to JFO #2433, the grant to Labor for administration of the Green Jobs demand study.

- 1) Is there a proposed budget for this grant, including specific line items for how Vermont will spend its share? If so, please attach in your response. If not, please provide a narrative of the plan for expenditure of the funds.
- 2) How many limited service positions are currently authorized in the Department of Labor, and how does this amount compare to prior years?

Please copy Rep. Obuchowski (obie@leg.state.vt.us<mailto:obie@leg.state.vt.us>) on your response. Thank you.

Nathan Lavery
Fiscal Analyst
Legislative Joint Fiscal Office
One Baldwin Street
Montpelier VT 05633-5301
(802) 828-1488

nlavery@leg.state.vt.us<<mailto:nlavery@leg.state.vt.us>>



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee Members
From: Nathan Lavery, Fiscal Analyst
Date: March 9, 2010
Subject: Grant Requests

Enclosed please find five (5) requests that the Joint Fiscal Office has received from the administration. These requests include the establishment of six (6) limited service positions and the retention of two existing positions.

JFO #2433 — \$3,999,923 grant from the U.S. Department of Labor to the Vermont Department of Labor. These funds will be used to study the demand for Green Jobs in Vermont and the northeast. Vermont will act as the lead administrative state for this collaboration with Massachusetts, Connecticut, Maine, New York, New Hampshire, and the District of Columbia. Vermont's share of this award is approximately \$530,000. **The establishment of two (2) limited service positions are associated with this request, as is the retention of two existing positions.** This grant is awarded under the American Recovery and Reinvestment Act and **expedited review of this item has been requested.** Joint Fiscal Committee members will be contacted within two weeks with a request to waive the statutory review period and accept this item.

[JFO received 3/4/10]

JFO #2434 — \$10,466 grant from the University of Vermont to Agriculture, Food & Markets. These funds will be used to provide oversight of the voluntary Johne's disease program, review risk assessment and management plans, and process invoices for participating veterinarians.

[JFO received 3/4/10]

JFO #2435 — \$40,000 donation from the Watershed Center (Bristol, Vermont) to the Department of Fish & Wildlife. This funding represents 25% of the of the purchase price for a conservation easement in the Town of Bristol.

[JFO received 3/09/10]

JFO #2436 — \$951,000 grant from the U.S. Department of Labor to the Department of Disabilities, Aging and Independent Living. This grant will be used to further develop a statewide employment-focused Neuro-Resource Facilitation (NRF) System for disabled veterans with Traumatic Brain Injury in Vermont. **This grant includes a request for two limited service positions.**

[JFO received 3/09/10]

JFO #2437 — \$293,998 grant from the U.S. Department of Health & Human Services to the Office of Vermont Health Access. This grant will be used to support the development of a State

Medicaid Health Information Technology Plan (SMHP). **The establishment of two (2) limited service positions are associated with this request.** This grant is awarded under the American Recovery and Reinvestment Act and **expedited review of this item has been requested.** Joint Fiscal Committee members will be contacted within two weeks with a request to waive the statutory review period and accept this item.

[JFO received 3/09/10]

In accordance with the procedures for processing such requests, we ask you to review the enclosed and notify the Joint Fiscal Office (Nathan Lavery at (802) 828-1488; nlavery@leg.state.vt.us) if you have questions or would like an item held for legislative review. Unless we hear from you to the contrary by March 23 we will assume that you agree to consider as final the Governor's acceptance of these requests.

cc: James Reardon, Commissioner
Patricia Moulton Powden, Commissioner
Roger Allbee, Secretary
Wayne Laroche, Commissioner
Joan Senecal, Commissioner
Susan Besio, Director

JFO 2433

RECEIVED
MAR 04 2010
JOINT FISCAL OFFICE

ARRA ACTIVITY ACCEPTANCE REQUEST: ARRA Competitive Grant (Alternate Form AA-1) Other ARRA Activity (Not subject to AA-1 Process)

Revision? Yes Revision Date:

INSTRUCTIONS: This form must be completed in its entirety and is required for:

- 1) acceptance of all ARRA Discretionary Grants, and
- 2) PRIOR to receipt of all ARRA Formula/Block Grants, and
- 3) PRIOR to receipts of all ARRA funding for Individual Entitlement Programs.

TRK DB: 471

NOTE: Incomplete forms will be returned to departments and will result in the delay of spending authority release.

BASIC ARRA INFORMATION

1. Agency (ARRA-F):		2. Department (ARRA-F): Department of Labor		3. DUNS # (ARRA-C): 809376759	
4. Office Location:		City/town: Montpelier		County: U.S.	
5. ARRA Activity (ARRA 1-01): The research project is designed to work with the state's green related industries to establish a common definition and understanding of what Green industries and jobs are in Vermont and across the region.				6. ARRA Code (ARRA 2-1): 541910	
7. Legal Title of Grant: State Labor Market Information Improvement Grant					
8. Federal Agency Award # (ARRA-B): GJ-19847-10-60-A-50				9. CFDA # (ARRA-E): 17.275	
10. Federal Funding Agency's US Treasury Account Symbol (TAS):				16-0184 (if provided by the federal funding agency)	
11. Federal (or VT) Funding Agency (ARRA-A): US DOL			12. Award Date: 12/1/2009		
13. Award Amount \$3,999,923				14. Check if this amount is an estimate: <input type="checkbox"/>	
15. Grant Period (ARRA-H) From:		12/1/2009		To: 5/31/2011	
16. Date by which ARRA funds must be: <input checked="" type="checkbox"/> Obligated by Date: and/or <input checked="" type="checkbox"/> Spent by Date: 5/31/2011					

17. Purpose of Grant/ARRA Narrative (ARRA 2-02):

The US Department of Labor announced today that the Vermont Department of Labor, along with seven other states in a joint research consortium, was awarded a four-million dollar grant to study the demand for Green Jobs in our state and the North East regional economy. Vermont's share of this award will be approximately \$530,000. Vermont is the lead fiscal administrative state for the project.

The research project is designed to work with the state's green related industries to establish a common definition and understanding of what Green industries and jobs are in Vermont and across the region. This will include a common set of job titles as well as the skill sets and training necessary to succeed in these jobs.

More importantly, the project seeks to develop and implement a tool that will measure "real time" job demand for Green jobs by tracking all national online job advertising and parsing that database for Green related jobs by state. Once established, the tool will also be able to identify increasing demand for jobs any emerging industry as that growth occurs.

Establishing the demand for green jobs will assist job seekers and Vermont's workforce development community in providing for the proper training to ensure success in these careers.

18. Area that will Benefit (name the state, county, city or school district): Vermont, Massachusetts, Connecticut, Maine, New York, New Hampshire, District of Columbia

19. Impact on existing program if grant is not Accepted:
See above # 17, without this money the program for this venture will not occur in VT, or much of New England (see # 18)

20. BUDGET INFORMATION (Note the total of columns A+B+C must equal the total of columns D+E+F)

Column Reference	A	B	C	D	E	F
	←-----State Fiscal Year-----→			←-----Federal Fiscal Year-----→		
Fiscal Year	SFY 2009	SFY 2010	SFY 2011 & Beyond	FFY 2009	FFY 2010	SFY 2011 & Beyond
Expenditures:						
Personnel Costs	\$	\$92,526	\$215,895	\$	\$215,890	\$92,531
3 rd Party Contracts	\$	\$	\$	\$	\$	\$
Operating Expenses	\$	\$70,913	\$165,463	\$	\$165,464	\$70,912
Grants/Sub-Awards	\$	\$1,727,563	\$1,727,563	\$	\$2,591,345	\$863,781
Total Expenditures	\$	\$1,891,002	\$2,108,921	\$	\$2,972,699	\$1,027,224

Revenues:						
State Funds:	\$	\$	\$	\$	\$	\$
Cash	\$	\$	\$	\$	\$	\$
In-Kind	\$	\$	\$	\$	\$	\$
ARRA Federal Funds:	\$	\$	\$	\$	\$	\$
(Direct Costs)	\$	\$1,875,140	\$2,071,910	\$	\$2,935,689	\$1,011,361
(Statewide Indirect)	\$	\$	\$	\$	\$	\$
(Dept'l Indirect)	\$	\$15,862	\$37,011	\$	\$37,010	\$15,863
Sub-total ARRA Funds	\$	\$1,891,002	\$2,108,921	\$	\$2,972,699	\$1,027,224
Other Funds:	\$	\$	\$	\$	\$	\$
(Other Federal)	\$	\$	\$	\$	\$	\$
(list source)	\$	\$	\$	\$	\$	\$
Total Revenues	\$	\$1,891,002	\$2,108,921	\$	\$2,972,699	\$1,027,224

Comments about expenditures or revenues may be made in the space provided below:

The project will incur a large portion of its costs during the upstart of the project as the software needs to be purchased and trainings on it will occur for each of the subrecipients.

21. VISION Tracking Information:

DeptID/Appropriation:	Other VISION Chartfield (funds, programs or projects)	Total Amount (all FYs)	Comments
4100500000	430001	\$3,912,923	
4100600000	430001	\$87,000	
		\$	
		\$	
		\$	
Total		\$3,999,923	This Total MUST agree with the total of Item 10, columns A+B+C above

PERSONAL SERVICE INFORMATION

22. Will monies from this grant be used to fund one or more Personal Service Contracts? Yes No

If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.

Appointing Authority Name: Patricia Moulton Powden Agreed by: PMP (initial)

23. State Position Information and Title(s):	# Existing Positions Retained	Est. Annual Regular Hours	# Positions Created (New)	Est. Annual Regular Hours
Senior Research Analyst			1	2,080
Financial Specialist			1	2,080
Administrative Support	1	416		
Clerk	1	1,040		
Total Positions	2	1,456	2	4,160

24. Is the appropriate Position Request Form attached for new position(s) listed in Line 12 above?

YES - Form attached or No new positions created.

25. Equipment and space for these positions:

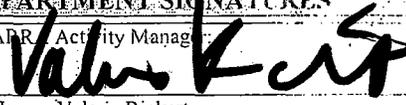
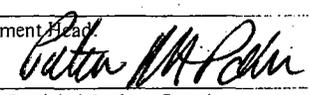
Is presently available. Can be obtained w/available funds.

26. Does this qualify as "Infrastructure"? Yes No

If Yes complete next line:

27. Infrastructure Rationale (select one) (ARRA 2-06):

1. To Preserve & create jobs & promote economic recovery.
2. To assist those most impacted by the recession.
3. To provide investment needed to increase economic efficiency by spurring technological advances in science & health.
4. To invest in transportation, environmental protection, & other infrastructure that will provide long-term economic benefits.
5. To stabilize State & local government budgets, in order to minimize & avoid reductions in essential services & counterproductive state & local tax increases.

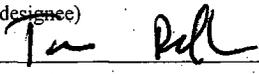
28. AUTHORIZATION AGENCY I/we certify that no funds beyond basic application preparation and filing costs have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant, unless previous notification was made on Form AA-1PN (if applicable). I/we further certify that these funds will be used only in accordance with the federal American Recovery & Reinvestment Act and all federal and state rules and regulations pertaining thereto:	A/R Activity Manager  Name: Valerie Rickert Title: Deputy Commissioner Date: 2/8/2010	
	Department Head  Name: Patricia Moulton Powden Title: Commissioner Date: 2/8/2010	
	Agency Secretary (if required): Name: Title: Date:	
	Name: Title:	
	Name: Title:	

29. REVIEW BY FINANCE & MANAGEMENT (continue on separate sheet if necessary)

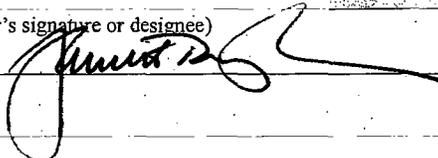
<input checked="" type="checkbox"/> To Release Spending Authority in VISION:	FY 20 <u>10</u> \$ <u>1,891,002</u>	Citation(s):
Analyst (initial): <u>AAB</u>	Date: <u>02-23-10</u>	Commissioner Finance & Management initial: <u>[initials]</u>
For ESR Use Only:	Assigned ESR Director's Signature: 	Date: <u>2/19/10</u>

*** Section 30 through 33 are required ONLY when Form ESR-2 is used in lieu of Form AA-1 ***

30. SECRETARY OF ADMINISTRATION

<input type="checkbox"/> Check One Box: Accepted	(Secretary's signature or designee) 	Date: <u>2/24/10</u>
<input type="checkbox"/> Rejected		Date:

31. ACTION BY GOVERNOR

<input checked="" type="checkbox"/> Check One Box: Request to JFO	(Governor's signature or designee) 	Date: <u>3/3/10</u>
<input type="checkbox"/> Rejected		Date:

32. SENT TO JFO

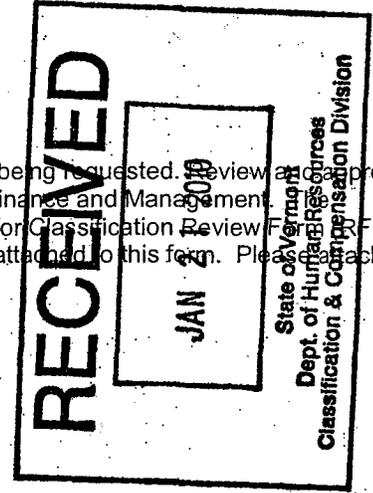
<input type="checkbox"/> Sent to JFO	Date:
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*** Section 33 is a required section ***

33. ARRA FORM ESR-2 DOCUMENTATION CHECK LIST (check all that apply):

<input type="checkbox"/> Notice of Award or Proof of Award (REQUIRED)	<input type="checkbox"/> Dept. project approval (if applicable)	<input type="checkbox"/> Grant (Project) Timeline (if applicable)
<input type="checkbox"/> Request Memo	<input type="checkbox"/> Governor's Certification (if applicable)	<input type="checkbox"/> Request for Extension (if applicable)
<input type="checkbox"/> Grant Agreement	<input type="checkbox"/> Notice of Donation (if any)	<input type="checkbox"/> Form AA-1PN attached (if applicable)
	<input type="checkbox"/> Position Request Form(s)	

**STATE OF VERMONT
Joint Fiscal Committee Review
Limited Service - Grant Funded
Position Request Form**



This form is to be used by agencies and departments when additional grant funded positions are being requested. Review and approval by the Department of Human Resources must be obtained prior to review by the Department of Finance and Management. Department of Finance will forward requests to the Joint Fiscal Office for JFC review. A Request for Classification Review (RFR) and an updated organizational chart showing to whom the new position(s) would report must be attached to this form. Please attach additional pages as necessary to provide enough detail.

Agency/Department: Vermont Department of Labor Date: 01/20/10

Name and Phone (of the person completing this request): Ileen McGurran, HR Admin.

Request is for:

- Positions funded and attached to a new grant.
- Positions funded and attached to an existing grant approved by JFO # _____

1. Name of Granting Agency, Title of Grant, Grant Funding Detail (attach grant documents):

State Labor Market Information (LMI) Improvement Grant under the American Recovery and Investment Act of 2009 (ARRA)

2. List below titles, number of positions in each title, program area, and limited service end date (information should be based on grant award and should match information provided on the RFR) position(s) will be established only after JFC final approval:

<u>Title* of Position(s) Requested</u>	<u># of Positions</u>	<u>Division/Program</u>	<u>Grant Funding Period/Anticipated End Date</u>
Financial Spec III	1	Fiscal Division	2009-2011
Senior Research and Stat. Analyst	1	ELMI	2009-2011

*Final determination of title and pay grade to be made by the Department of Human Resources Classification Division upon submission and review of Request for Classification Review.

3. Justification for this request as an essential grant program need:

The Vermont Department of Labor, along with seven other states in a joint research consortium, was awarded a four-million dollar grant to study the demand for Green Jobs in our state and the North East regional economy. Vermont's share of this award will be approximately \$530,000. Vermont is the lead fiscal administrative state for the project.

The research project is designed to work with the state's green related industries to establish a common definition and understanding of what Green industries and jobs are in Vermont and across the region. This will include a common set of job titles as well as the skill sets and training necessary to succeed in these jobs.

More importantly, the project seeks to develop and implement a tool that will measure "real time" job demand for Green jobs by tracking all national online job advertising and parsing that database for Green related jobs by state. Once established, the tool will also be able to identify increasing demand for jobs any emerging industry as that growth occurs.

Establishing the demand for green jobs will assist job seekers and Vermont's workforce development community in providing for the proper training to ensure success in these careers.

I certify that this information is correct and that necessary funding, space and equipment for the above position(s) are available (required by 32 VSA Sec. 5(b)).

Katherine A. Peltz _____ Date 1/20/10
Signature of Agency or Department Head

Molly Paul _____ Date 1/22/09
Approved/Denied by Department of Human Resources

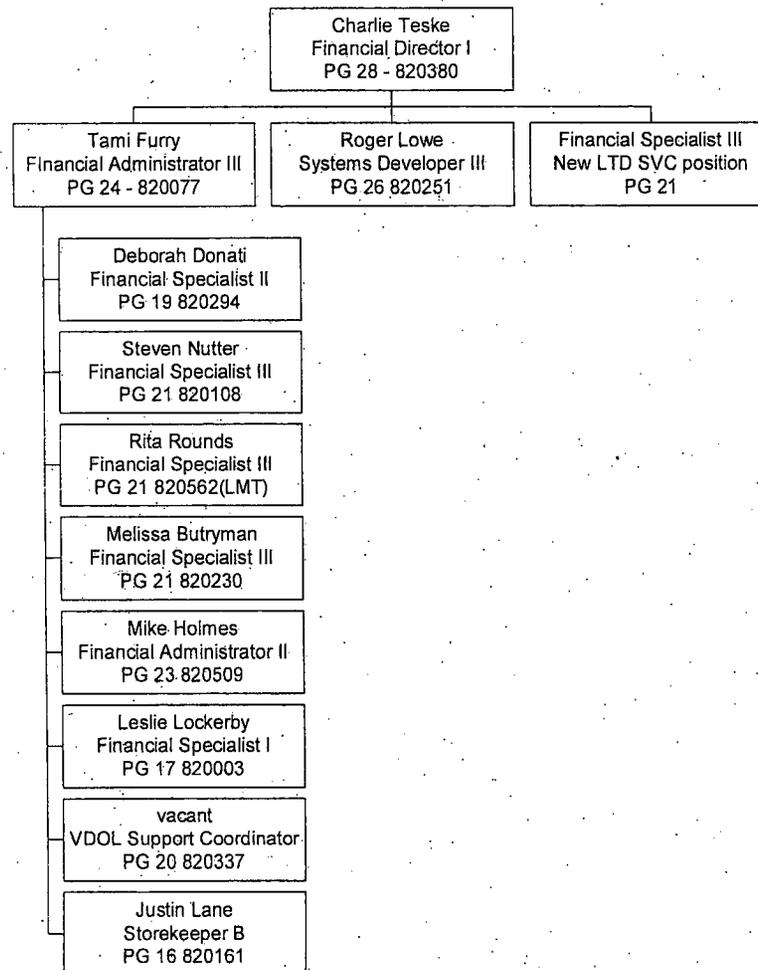
[Signature] _____ Date 1/23/10
Approved/Denied by Finance and Management

Tom Bell _____ Date 2/24/10
Approved/Denied by Secretary of Administration

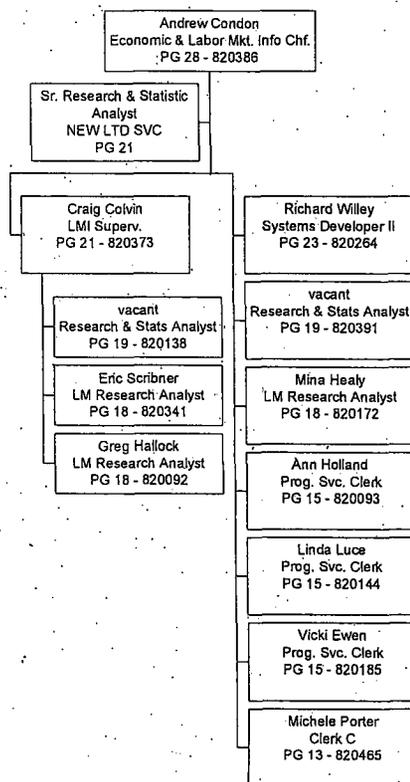
Comments:

REC'D JAN 21 2010

FISCAL



LMI



U.S. DEPARTMENT OF LABOR
EMPLOYMENT AND TRAINING ADMINISTRATION

GRANT / AGREEMENT
NOTIFICATION OF
AWARD/OBLIGATION

Under the authority of the *Workforce Investment Act and the American Recovery and Reinvestment Act of 2009 (P.L. 111-05)*, this grant or agreement is entered into between the above named *Grantor Agency* and the following named *Awardee*, for a project entitled - **RECOVERY ACT - STATE LABOR MARKET INFORMATION IMPROVEMENT GRANTS.**

Name & Address of Awardee:
VERMONT DEPARTMENT OF LABOR
P.O. BOX 488
NIBTOEKUJER, VERMONT 05601

Agreement #: GJ-19847-10-60-A-50
CFDA #: 17.275
Accounting Code: A200-ARDE-4123-5HGR1-000
EIN: 030350861
DUNS #: 809376759
Mod Amount: \$3,999,923.00

The Period of Performance shall be from **December 01, 2009 thru May 31, 2011.**
Total Government's Financial Obligation is **\$3,999,923.00** (unless other wise amended).
Payments will be made under the Payments Management System, and can be automatically drawn down by the awardee on an as needed basis covering a forty-eight (48) hour period.

In performing its responsibilities under this grant agreement, the awardee hereby certifies and assures that it will fully comply with the following regulations and cost principles, including any subsequent amendments:

Uniform Administrative Requirements:

29 CFR Part 97, for State/Local Governments and Indian Tribes; OR
29 CFR Part 95, for Institutions of Higher Education, Hospitals and other Non-Profit Organizations and Commercial Organizations.

Cost Principles:

OMB Circular A-87, for State/Local Governments and Indian Tribes;
OMB Circular A-21, for Institutions of Higher Education; OR
OMB Circular A-122, for Non-Profit Organizations.
48 CFR Part 31.

Other Requirements (As Applicable):

29 CFR Part 96 and 99, Single Audit Act
29 CFR Part 93, Lobbying Certification
29 CFR Part 37, Nondiscrimination and Equal Opportunity Requirements
29 CFR Part 98, Debarment and Suspension; Drug Free Workplace
20 CFR Part 652 et al., Workforce Investment Act
Wagner-Peyser Act
Grant Award Document, Parts I through IV, and attachments.

The awardee's signature below certifies full compliance with all terms and conditions as well as the above stated grant regulations and certifications, and that this document has not been altered.

Signature of Approving Official - **AWARDEE**

Signature of Approving Official - **DOL / ETA**

No Additional Signature Required
(Signature / Date)

See SF 424 for Signature
(Type Name and Title)



WILLIE HARRIS December 16, 2009
Grant Officer

February 19, 2010

Representative Michael J. Obuchowski
Legislative Joint Fiscal Office
One Baldwin Street
Montpelier VT 05633-5301

Dear Representative Obuchowski:

I respectfully request an expedited acceptance review of our attached ARRA-funded Discretionary Grant from the US Department of Labor.

The funds were awarded to a consortium of 8 eastern states, a university and a non-profit. Vermont is acting as the administrative and fiscal agent for the project, in large part, because our bureaucracy is so much more manageable than in the bigger states that are participating. The grant period is a mere 18 months, and, even though VDOL did not get the completed paper work from the Feds until January, the award start date was set at 12/01/09. We are hoping to get an extension of the end date, but that is no sure thing.

So, our 18 months could already be down to 15, and then, should we get JFO approval, we still need to subgrant funds to other states, and they need to hire staff to do the work. We could end up with just a year in which to perform the grant activities as written.

Needless to say, we would be ready to do anything we can to help with expediting the approval process. Please let me know if you need more information or documentation. Greg Voorhies, our grants manager (828-4343), is handling the administrative paper work, and Andy Condon, VDOL's head of Labor Market Info (828-4153), can provide details as to the actual work to be done by the group.

I thank you for your consideration.

Charlie Teske
VDOL Financial Director



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Representative Bill Botzow
Senator Vince Illuzzi

From: Nathan Lavery, Fiscal Analyst

Date: March 9, 2009

Subject: JFO #2433

In accordance with Sec. E.129 of Act 1 of the 2009 Special Session, Representative Michael Obuchowski asked that I forward to you a copy of the enclosed American Recovery and Reinvestment Act grant materials and cover memo. He requests your observations regarding the enclosed item.

cc: Rep. Michael Obuchowski

JFO 2433

RECEIVED
MAR 04 2010
JOINT FISCAL OFFICE

ARRA ACTIVITY ACCEPTANCE REQUEST: <input checked="" type="checkbox"/> ARRA Competitive Grant (Alternate Form AA-1)	<input type="checkbox"/> Other ARRA Activity (Not subject to AA-1 Process)
Revision? <input type="checkbox"/> Yes Revision Date:	

INSTRUCTIONS: This form must be completed in its entirety and is required for:

- 1) acceptance of all ARRA Discretionary Grants, and
- 2) PRIOR to receipt of all ARRA Formula/Block Grants, and
- 3) PRIOR to receipts of all ARRA funding for Individual Entitlement Programs.

TEC DB #71

NOTE: Incomplete forms will be returned to departments and will result in the delay of spending authority release.

BASIC ARRA INFORMATION

1. Agency (ARRA-F):	2. Department (ARRA-F): Department of Labor	3. DUNS # (ARRA-C): 809376759
4. Office Location:	City/town: Montpelier	County: U.S.
5. ARRA Activity (ARRA 1-01): The research project is designed to work with the state's green related industries to establish a common definition and understanding of what Green industries and jobs are in Vermont and across the region.		6. ARRA Code (ARRA 2-1): 541910
7. Legal Title of Grant: State Labor Market Information Improvement Grant		
8. Federal Agency Award # (ARRA-B): GJ-19847-10-60-A-50		9. CFDA # (ARRA-E): 17.275
10. Federal Funding Agency's US Treasury Account Symbol (TAS):		16-0184 (if provided by the federal funding agency)
11. Federal (or VT) Funding Agency (ARRA-A): US DOL	12. Award Date: 12/1/2009	
13. Award Amount \$3,999,923		14. Check if this amount is an estimate: <input type="checkbox"/>
15. Grant Period (ARRA-H) From: 12/1/2009	To: 5/31/2011	
16. Date by which ARRA funds must be: <input checked="" type="checkbox"/> Obligated by Date: and/or <input checked="" type="checkbox"/> Spent by Date: 5/31/2011		

17. Purpose of Grant/ARRA Narrative (ARRA 2-02):

The US Department of Labor announced today that the Vermont Department of Labor, along with seven other states in a joint research consortium, was awarded a four-million dollar grant to study the demand for Green Jobs in our state and the North East regional economy. Vermont's share of this award will be approximately \$530,000. Vermont is the lead fiscal administrative state for the project.

The research project is designed to work with the state's green related industries to establish a common definition and understanding of what Green industries and jobs are in Vermont and across the region. This will include a common set of job titles as well as the skill sets and training necessary to succeed in these jobs.

More importantly, the project seeks to develop and implement a tool that will measure "real time" job demand for Green jobs by tracking all national online job advertising and parsing that database for Green related jobs by state. Once established, the tool will also be able to identify increasing demand for jobs any emerging industry as that growth occurs.

Establishing the demand for green jobs will assist job seekers and Vermont's workforce development community in providing for the proper training to ensure success in these careers.

18. Area that will Benefit (name the state, county, city or school district): Vermont, Massachusetts, Connecticut, Maine, New York, New Hampshire, District of Columbia

19. Impact on existing program if grant is not Accepted:
See above # 17, without this money the program for this venture will not occur in VT, or much of New England (see # 18)

20. BUDGET INFORMATION (Note the total of columns A+B+C must equal the total of columns D+E+F)

Column Reference	A	B	C	D	E	F
	←-----State Fiscal Year-----→			←-----Federal Fiscal Year-----→		
Fiscal Year	SFY 2009	SFY 2010	SFY 2011 & Beyond	FFY 2009	FFY 2010	SFY 2011 & Beyond
Expenditures:						
Personnel Costs	\$	\$92,526	\$215,895	\$	\$215,890	\$92,531
3 rd Party Contracts	\$	\$	\$	\$	\$	\$
Operating Expenses	\$	\$70,913	\$165,463	\$	\$165,464	\$70,912
Grants/Sub-Awards	\$	\$1,727,563	\$1,727,563	\$	\$2,591,345	\$863,781
Total Expenditures	\$	\$1,891,002	\$2,108,921	\$	\$2,972,699	\$1,027,224

Program DR: 320

revised 15/2009 11/22/10

REC'D FEB 12 2010

Revenues:						
State Funds:	\$	\$	\$	\$	\$	\$
Cash	\$	\$	\$	\$	\$	\$
In-Kind	\$	\$	\$	\$	\$	\$
ARRA Federal Funds:	\$	\$	\$	\$	\$	\$
(Direct Costs)	\$	\$1,875,140	\$2,071,910	\$	\$2,935,689	\$1,011,361
(Statewide Indirect)	\$	\$	\$	\$	\$	\$
(Dept'l Indirect)	\$	\$15,862	\$37,011	\$	\$37,010	\$15,863
Sub-total ARRA Funds	\$	\$1,891,002	\$2,108,921	\$	\$2,972,699	\$1,027,224
Other Funds:	\$	\$	\$	\$	\$	\$
(Other Federal)	\$	\$	\$	\$	\$	\$
(list source)	\$	\$	\$	\$	\$	\$
Total Revenues	\$	\$1,891,002	\$2,108,921	\$	\$2,972,699	\$1,027,224

Comments about expenditures or revenues may be made in the space provided below:

The project will incur a large portion of its costs during the upstart of the project as the software needs to be purchased and trainings on it will occur for each of the subrecipients.

21. VISION Tracking Information:

DeptID/Appropriation:	Other VISION Chartfield (funds, programs or projects)	Total Amount (all FYs)	Comments
4100500000	430001	\$3,912,923	
4100600000	430001	\$87,000	
		\$	
		\$	
		\$	
Total		\$3,999,923	This Total MUST agree with the total of Item 10, columns A+B+C above

PERSONAL SERVICE INFORMATION

22. Will monies from this grant be used to fund one or more Personal Service Contracts? Yes No

If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.

Appointing Authority Name: Patricia Moulton Powden Agreed by: PMP (initial)

23. State Position Information and Title(s):	# Existing Positions Retained	Est. Annual Regular Hours	# Positions Created (New)	Est. Annual Regular Hours
Senior Research Analyst			1	2,080
Financial Specialist			1	2,080
Administrative Support	1	416		
Clerk	1	1,040		
Total Positions	2	1,456	2	4,160

24. Is the appropriate Position Request Form attached for new position(s) listed in Line 12 above?

YES - Form attached or No new positions created.

25. Equipment and space for these positions:

Is presently available. Can be obtained w/available funds.

26. Does this qualify as "Infrastructure"? Yes No

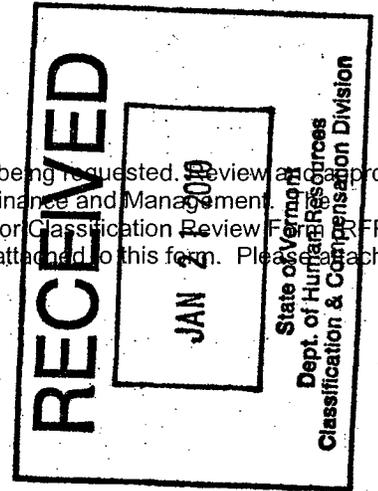
If Yes complete next line:

27. Infrastructure Rationale (select one) (ARRA 2-06):

- To Preserve & create jobs & promote economic recovery.
- To assist those most impacted by the recession.
- To provide investment needed to increase economic efficiency by spurring technological advances in science & health.
- To invest in transportation, environmental protection, & other infrastructure that will provide long-term economic benefits.
- To stabilize State & local government budgets, in order to minimize & avoid reductions in essential services & counterproductive state & local tax increases.

28. AUTHORIZATION AGENCY		DEPARTMENT SIGNATURES	
I/we certify that no funds beyond basic application preparation and filing costs have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant, unless previous notification was made on Form AA-1PN (if applicable). I/we further certify that these funds will be used only in accordance with the federal American Recovery & Reinvestment Act and all federal and state rules and regulations pertaining thereto:	ARR Activity Manager <i>Valerie Rickert</i>		Date: 2/8/2010
	Name: Valerie Rickert		Title: Deputy Commissioner
	Department Head <i>Patricia Moulton Pöwden</i>		Date: 2/8/2010
	Name: Patricia Moulton Pöwden		Title: Commissioner
Agency Secretary (if required):		Date:	
Name:		Title:	
29. REVIEW BY FINANCE & MANAGEMENT (continue on separate sheet if necessary)			
<input checked="" type="checkbox"/> To Release Spending Authority in VISION:		Citation(s):	
Analyst (initial): AAS		Date: 02-23-10	
Commissioner Finance & Management initial: <i>[Signature]</i>		Date: 1/23/10	
For ESR Use Only:		Assigned ESR Director's Signature: <i>[Signature]</i>	
		Date: 2/19/10	
*** Section 30 through 33 are required ONLY when Form ESR-2 is used in lieu of Form AA-1 ***			
30. SECRETARY OF ADMINISTRATION			
<input type="checkbox"/> Check One Box: Accepted		(Secretary's signature or designee) <i>[Signature]</i>	
		Date: 2/24/10	
<input type="checkbox"/> Rejected			
31. ACTION BY GOVERNOR			
<input checked="" type="checkbox"/> Check One Box: Request to JFO		(Governor's signature or designee) <i>[Signature]</i>	
		Date: 3/3/10	
<input type="checkbox"/> Rejected			
32. SENT TO JFO			
<input type="checkbox"/> Sent to JFO		Date:	
*** Section 33 is a required section ***			
33. ARRA FORM ESR-2 DOCUMENTATION CHECK LIST (check all that apply):			
<input type="checkbox"/> Notice of Award or Proof of Award (REQUIRED)		<input type="checkbox"/> Dept. project approval (if applicable)	
<input type="checkbox"/> Request Memo		<input type="checkbox"/> Governor's Certification (if applicable)	
<input type="checkbox"/> Grant Agreement		<input type="checkbox"/> Notice of Donation (if any)	
		<input type="checkbox"/> Position Request Form(s)	
		<input type="checkbox"/> Grant (Project) Timeline (if applicable)	
		<input type="checkbox"/> Request for Extension (if applicable)	
		<input type="checkbox"/> Form AA-1PN attached (if applicable)	

**STATE OF VERMONT
Joint Fiscal Committee Review
Limited Service - Grant Funded
Position Request Form**



This form is to be used by agencies and departments when additional grant funded positions are being requested. Review and approval by the Department of Human Resources must be obtained prior to review by the Department of Finance and Management. The Department of Finance will forward requests to the Joint Fiscal Office for JFC review. A Request for Classification Review (RFR) and an updated organizational chart showing to whom the new position(s) would report must be attached to this form. Please attach additional pages as necessary to provide enough detail.

Agency/Department: Vermont Department of Labor Date: 01/20/10

Name and Phone (of the person completing this request): Ileen McGurran, HR Admin.

Request is for:

- Positions funded and attached to a new grant.
- Positions funded and attached to an existing grant approved by JFO # _____

1. Name of Granting Agency, Title of Grant, Grant Funding Detail (attach grant documents):

State Labor Market Information (LMI) Improvement Grant under the American Recovery and Investment Act of 2009 (ARRA)

2. List below titles, number of positions in each title, program area, and limited service end date (information should be based on grant award and should match information provided on the RFR) position(s) will be established only after JFC final approval:

<u>Title* of Position(s) Requested</u>	<u># of Positions</u>	<u>Division/Program</u>	<u>Grant Funding Period/Anticipated End Date</u>
Financial Spec III	1	Fiscal Division	2009-2011
Senior Research and Stat. Analyst	1	ELMI	2009-2011

*Final determination of title and pay grade to be made by the Department of Human Resources Classification Division upon submission and review of Request for Classification Review.

3. Justification for this request as an essential grant program need:

The Vermont Department of Labor, along with seven other states in a joint research consortium, was awarded a four-million dollar grant to study the demand for Green Jobs in our state and the North East regional economy. Vermont's share of this award will be approximately \$530,000. Vermont is the lead fiscal administrative state for the project.

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I certify that this information is correct and that necessary funding, space and equipment for the above position(s) are available (required by 32 VSA Sec. 5(b)).

Ratun M. Pelt _____ 1/20/10
Signature of Agency or Department Head Date

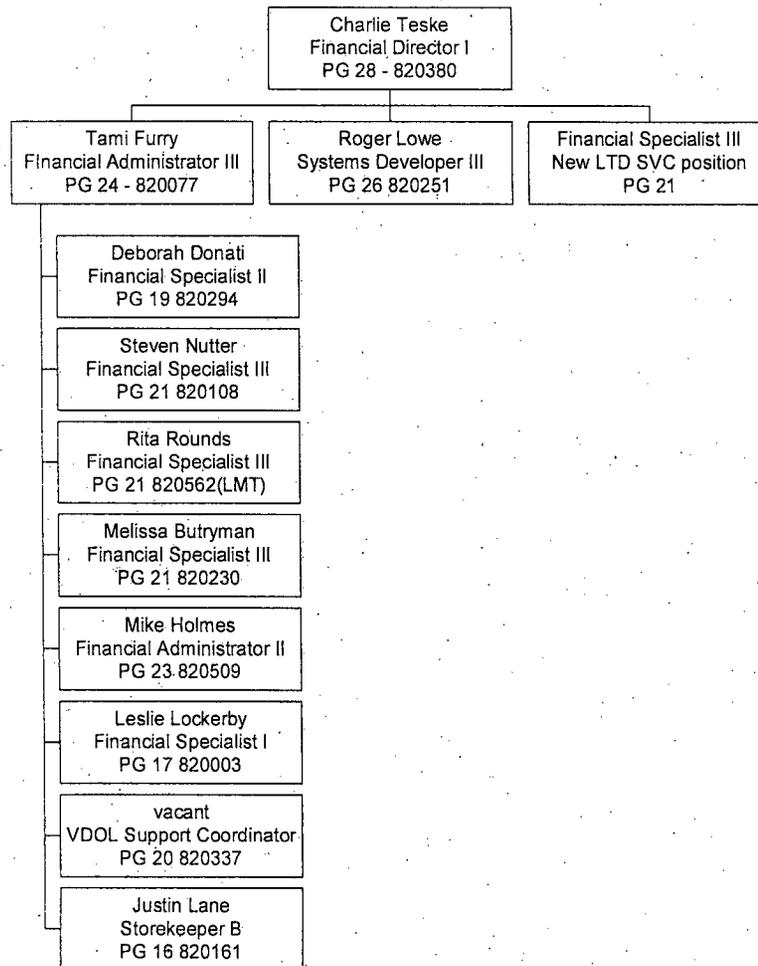
Molly Paul _____ 1/22/09
Approved/Denied by Department of Human Resources Date

[Signature] _____ 1/23/10
Approved/Denied by Finance and Management Date

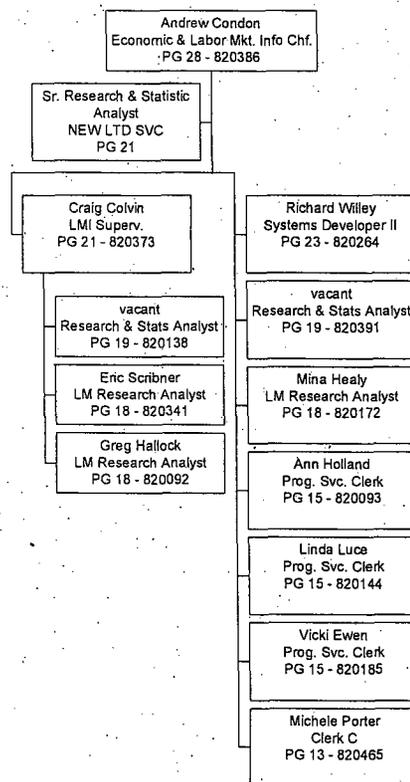
Tom Bell _____ 2/24/10
Approved/Denied by Secretary of Administration Date

Comments:

FISCAL



LMI



U.S. DEPARTMENT OF LABOR
EMPLOYMENT AND TRAINING ADMINISTRATION

GRANT / AGREEMENT
NOTIFICATION OF
AWARD/OBLIGATION

Under the authority of the *Workforce Investment Act and the American Recovery and Reinvestment Act of 2009 (P.L. 111-05)*, this grant or agreement is entered into between the above named *Grantor Agency* and the following named *Awardee*, for a project entitled - **RECOVERY ACT - STATE LABOR MARKET INFORMATION IMPROVEMENT GRANTS.**

Name & Address of Awardee:
VERMONT DEPARTMENT OF LABOR
P.O. BOX 488
NIBTOEKUER, VERMONT 05601

Agreement #: GJ-19847-10-60-A-50
CFDA #: 17.275
Accounting Code: Mod Amount:
A200-ARDE-4123-5HGR1-000 \$3,999,923.00
EIN: 030350861
DUNS #: 809376759

The Period of Performance shall be from **December 01, 2009 thru May 31, 2011.**
Total Government's Financial Obligation is **\$3,999,923.00** (unless other wise amended).
Payments will be made under the Payments Management System, and can be automatically drawn down by the awardee on an as needed basis covering a forty-eight (48) hour period.

In performing its responsibilities under this grant agreement, the awardee hereby certifies and assures that it will fully comply with the following regulations and cost principles, including any subsequent amendments:

Uniform Administrative Requirements:

29 CFR Part 97, for State/Local Governments and Indian Tribes; OR
29 CFR Part 95, for Institutions of Higher Education, Hospitals and other Non-Profit Organizations and Commercial Organizations.

Cost Principles:

OMB Circular A-87, for State/Local Governments and Indian Tribes;
OMB Circular A-21, for Institutions of Higher Education; OR
OMB Circular A-122, for Non-Profit Organizations.
48 CFR Part 31.

Other Requirements (As Applicable):

29 CFR Part 96 and 99, Single Audit Act
29 CFR Part 93, Lobbying Certification
29 CFR Part 37, Nondiscrimination and Equal Opportunity Requirements
29 CFR Part 98, Debarment and Suspension; Drug Free Workplace
20 CFR Part 652 et al., Workforce Investment Act
Wagner-Peyser Act
Grant Award Document, Parts I through IV, and attachments.

The awardee's signature below certifies full compliance with all terms and conditions as well as the above stated grant regulations and certifications, and that this document has not been altered.

Signature of Approving Official - **AWARDEE**

Signature of Approving Official - **DOL / ETA**

No Additional Signature Required

(Signature / Date)

See SF 424 for Signature

(Type Name and Title)



WILLIE HARRIS December 16, 2009
Grant Officer

February 19, 2010

Representative Michael J. Obuchowski
Legislative Joint Fiscal Office
One Baldwin Street
Montpelier VT 05633-5301

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VDOL Financial Director